

COMPREHENSIVE SUSTAINABLE ENERGY COMMITTEE
Meeting Minutes
May 17, 2017

Pursuant to a notice duly filed with the Town Clerk, a meeting of the Comprehensive Sustainable Energy Committee was held on Monday, May 17, 2017 at 7:00 pm at the Harvey Wheeler Community Center. (Meeting rescheduled from original date, Tuesday May 9)

CSEC members present were: Brad Hubbard-Nelson (chair), Gilda Gussin, Bruce Blumberg, Janet Miller and Alan Whitney. Also present were Pamela Cady and Concord residents Doug Sharpe, Eric Reinhard, Greg Proulx and Julie Kleyn.

See Slides (attachment #1, includes Agenda as first slide).

1. Welcome visitors and meeting logistics

Meeting was convened at 7:15pm with introductions around table
Eric Reinhard volunteered to substitute as clerk

2a. Approval of minutes

Minutes as amended were approved for the prior meeting on April 11, 2017.

2b. Next meetings

Tuesday June 13 and Tuesday July 11 at 7pm at the Harvey Wheeler Community Center.

3. Chair Report and Announcements

Article 51 was approved at Town Meeting by a wide margin. Our town goal now is to achieve 80% reduction of our CO2e GHG emissions below 2008 baseline by 2080. (This will require a 4.5% per year reduction.) How will we support the effort to meet this goal? Will we need to expand our focus beyond energy efficiency and emissions? How will we interact with the new Energy Director and the Energy Task Force.

Brad, Jill, Gilda and Alan met with Town Manager about \$80k budget request. Chris Whelan indicated commitment of \$50k from sustainability fund for FY18. Brad to meet Jan Aceti and Dave Wood at CMLP at 10am tomorrow to discuss additional funding from CMLP CARES budget.

Comprehensive Long Range Plan committee kick-off is scheduled for 7-8:45pm May 31 at CCHS. We should identify a liaison for this committee and all are encouraged to attend kick-off. See attached notice.

Eric announced "Common Boston 2017" June 3-4 (commonboston.org) A open house celebration of architecture and design in Boston. Free access and tours of over 50 unique sites across the city.

4. Cooler Concord Fair follow-up

4a. Status of follow-up progress, actions and budget

350 families committed to energy saving actions at the Fair. Estimate 150 or more rebates to be processed. Budget based on anticipated rebates, 10% additional staff hours for 6 Mo., and marketing/communications costs. See attached "follow-up budget summary".

Rebate programs (approx. \$30k) marked with * may be best match for support from CMLP CARES budget

Chair observed estimated GHG reduction expected from incentive dollars. Committee may seek opportunities to leverage greater return on investment by promoting achievements and success stories. "Need to push hard." Discussion emphasized importance of budget for marketing and additional staff time.

Reported ongoing effort to document different rebate programs for town manager sign-off. Annie helping to standardize rebate forms and instructions.

4b. Status of follow-up communications

Bi-monthly CSEC newsletter is proposed "Cooler Concord Briefs" Gilda will act as lead editor and is seeking volunteers to assist. Gilda wants to explore potential of social media marketing to build a community that "cares." Brad suggests we use mail chimp to begin. Wants to have the website up before initial newsletter (July 1?)

First newsletter will announce new Cooler Concord website and drive people to site. It will report on status of proposed rebates and programs. Articles will profile solar installations and home energy assessments initiated at the Fair. See attachment for outline of proposed publication schedule and stories.

4c. Status of follow-up: the website

CoolerConcord.org may be viewed for review and comment during development with password from Brad. "Ways-to-save" pages are in process. Target release date is June 1 or June 15.

Input from committee is needed ASAP on the individual website pages.

Request success stories on "actions" and other inspiring content to post.

Hope to recruit student or intern to help with updates.

Copy of Cooler Concord Follow-up goals from last meeting are included in attachment.

Members continued discussion of how rebates will be processed and fulfilled. A unique e-mail address may be set up for the purpose.

5. Mass CEC Intern Update

CSEC was accepted into MassCEC program for 1 or 2 interns thanks to Jill's efforts. 12 weeks full time cost reimbursed by MassCEC.

Discussed general idea for way in which intern can support rebate process and coordinate with applicants. Discussion of various ways intern can support overall CoolerConcord program. Intern will work with Jan and Pam to process rebates. Initial (first 1 Mo.) task may support Brad and Alan on Cooler Concord assessments. Gilda reminds that communications are paramount. Newsletter production support may be ongoing task as well. Job description must be clarified right away so interviews can begin. Help will be needed from committee members to interview and select candidates.

6. Concord Energy Baseline 2015

Please see attachments for 2015 and 2008

8. End of Year Visions - CSEC Roles and Goals

Open discussion of Visions, Roles and Goals

9. Adjourn

No additional public comments were offered.

Upon a motion duly made and seconded, the meeting adjourned at 9:30pm.

Respectfully submitted,
Eric Reinhard

List of Attachments

1) CSEC 170517 slides.pdf